

**Minutes of the February 6, 2017**  
**Meeting of the West Feliciana Parish Library Board of Control**

Meeting called to order at the West Feliciana Parish Library located at 5114 Burnett Road, St. Francisville, Louisiana by Claire Mott, Vice-President of the Board @ 4:30 p.m. The roll call showed those present: Rose Coats, Meg Kendrick, Calvin Miller, Claire Mott, Adrian Percy and Clara Williams. Also present: Glenna Fallin, Library Director. Absent: Clara Ruth Saint and Kevin Couhig, President, West Feliciana Parish Council/*ex officio* member.

The Agenda was approved upon the motion of Calvin Miller with a second to the motion by Adrian Percy. Mrs. Mott, Acting President welcomed Clara Williams, retired school librarian, as a new board member. The annual election of board officers followed with Meg Kendrick nominating Clara Ruth Saint as President. Calvin Miller seconded the nomination and the motion passed unanimously. Claire Mott was nominated as Vice-President by Calvin Miller, seconded by Meg Kendrick. That motion passed unanimously. The minutes of the previous meeting in January were approved upon the motion of Calvin Miller with a second by Meg Kendrick. Upon the presentation of the Financial Report and discussion, the Finance Report prepared by Sherrel Johnson and Kathy Welch was approved unanimously upon the motion of Rose Coats and seconded by Calvin Miller.

**Director's Report:** Mrs. Fallin presented the statistical reports from the previous month and advised the board of upcoming events especially the Valentine Tea to be held on February 18<sup>th</sup>. She pointed out the completed art wall in the meeting room and advised that the Pella windows replacement has been re-scheduled until March. Mr. Miller requested that our pest control company be advised of the beetle/ladybug problem. Any future purchases that need to be made such as additional furniture or a new server would come before the Budget Committee before being presented to the entire board.

**Old Business:** The Board/Staff retreat was set for April 1, 2017 at 8:30 am with the location to be established by the Director. The Disruptive Behavior Policy which had been carried over from the previous meeting was passed until a Policy Committee could be established under New Business. Mrs. Fallin reported to the board that the Isabell Carter donation was set up as a separate LAMP account by Mrs. Kathy Welch rather than being commingled with other reserve funds.

**New Business:** The annual calendar of meetings was discussed and approved to continue as being on the first Monday of each month unless it falls on a holiday such as Labor Day. Mrs. Mott presented the recommendations for committee assignments made at the behest of Board President Clara Ruth Saint: **Budget** – Clara Ruth Saint, Claire Mott and Calvin Miller/ **Policies** - Rose Coats, Meg Kendrick, Adrian Percy and Clara Williams. The Library Director read the Friends of the Library Courtesy Report from Mrs. Pat Heurtin, its President.

There being no further business to come before the assembled members, the meeting was adjourned upon the motion of Rose Coats and seconded by Calvin Miller. All in favor of the motion indicated their unanimous consent.

Submitted by: Glenna Clark Fallin, Library Director